

NATIONAL SCIENCE FOUNDATION
4201 WILSON BOULEVARD
ARLINGTON, VA 22230

Dear Survey Respondent:

We are requesting your assistance in completing this year's Survey of Federal Funds for Research and Development (Federal funds survey). Prior to the Volume 48 survey cycle, the National Science Foundation implemented a Federal funds survey data collection system available through the World Wide Web on the Internet. Attached to this letter you will find an informational brochure that describes the Federal funds survey's Web data collection system (FEDWEB). To submit your agency's data over the Web, the address for FEDWEB is <http://www.qrc.com/fedweb>. Your Web user ID is «FFUserID» and the password is «FFPassword». We request that your agency's submission be submitted to NSF no later than **May 15, 2000**.

In addition to providing essential data for Congress and Executive Branch policy makers, data from this survey are used for four Federal research and development (R&D) programs:

Federal Laboratory Consortium for Technology Transfer (FLC). The congressionally chartered FLC, with its 600+ member Federal R&D laboratories and centers from 16 Federal departments and agencies, promotes technology transfer and provides industry and the public sector access to the vast reservoir of Federal laboratory technology and expertise. Based on legislation in 1986, 0.008 percent of R&D funding for intramural laboratories, centers, and Federally Funded Research and Development Centers (FFRDCs) is to be provided for the FLC by each department or agency.

Small Business Innovation Research (SBIR) Program. This program was legislated by Congress in 1982 to provide small businesses with opportunities to compete for Federal R&D awards. The percentage of each participating Federal agency's extramural R&D budget that is set aside specifically for SBIR was not less than 2.5 percent. Current legislation requires that Federal agencies with extramural R&D budgets in excess of \$100 million participate.

Small Business Technology Transfer (STTR) Program. This program was mandated by legislation in 1992. Under the STTR program, a portion of each Federal participating agency's extramural R&D budget is reserved for cooperative R&D conducted jointly by a small business and a research institution (including FFRDCs) in which not less than 40 percent of the work is performed by the small business and not less than 30 percent of the work is performed by the research institution. Federal agencies with extramural research and development budgets of at least \$1 billion participate.

Experimental Program to Stimulate Competitive Research (EPSCoR). EPSCoR was established in 1979 to broaden the geographic distribution of research opportunities. In conjunction with State and industry leaders' efforts, EPSCoR assists States that have historically received little Federal R&D funding, and have demonstrated a commitment to develop their research bases and improve science and engineering research and education programs at their universities and colleges, to compete more successfully for such funding.

Please note that you will not receive hard copies of the *Instructions for Reporting Data to the Annual Survey of Federal Funds for Research and Development*. These documents are included in FEDWEB's help documentation. This documentation provides definitions, data concepts, and reporting guidelines, as well as detailed instructions on how to use FEDWEB.

Please call Keri Leibensperger of (QRC) at (301) 657-3077, ext. 179, if you are unable to provide your response on FEDWEB. You may also call Ms. Leibensperger, or Rosemary Penna at (301) 657-3077, ext. 322 if you need additional help. Ms. Leibensperger and Ms. Penna can also be reached through the Internet at lkeri@qrc.com or rpenna@qrc.com.

Cost and person-hour estimates are included in the General Services Administration clearance requests for this survey. It would be very helpful if your agency could furnish NSF with an estimate of the operational costs incurred and the person-hours expended in the preparation of your annual submission. Please furnish these estimates on FEDWEB once you submitted your data to NSF.

We greatly appreciate your assistance in our ongoing survey activities and we look forward to your continued cooperation in this year's data collection effort. If you have any questions regarding the reporting requirements, please do not hesitate to contact me at (703) 306-1772 ext. 6937 or through the Internet at rmeeks@nsf.gov.

Sincerely,

A handwritten signature in black ink, reading "Ronald L. Meeks". The signature is fluid and cursive, with the first name "Ronald" and last name "Meeks" clearly legible.

Ronald L. Meeks
Senior Science Resources Analyst
Research and Development Statistics Program
Division of Science Resources Studies

Enclosures